

This Timetable was prepared by the Court's Local Rules Advisory Committee. It is to be used as a supplemental guide to the Time Table for Lawyers included with the published version of the Federal Rules of Civil Procedure. This timetable summarizes the unique time limits imposed by the local rules of practice of this District Court. The user should always consult the actual text of the appropriate federal or local rule or statute. **After Hours Filings (See**

□

[LR 77-2](#)

)

- Statute of Limitations or Other Provisional Process Issues ([LR 77-2\(a\)](#)): When it is necessary to file time sensitive matters after normal business hours, the filing party must notify the clerk's office during normal business hours to make arrangements.
- Late Filings of Materials Relating to Court Imposed Deadlines ([LR 77-2\(b\)](#)): Unless directed by the court, the clerk's office will not remain open after normal business hours to receive a party's conventional filing of a non-statute of limitations related document.

Alternative Dispute Resolution (ADR) (See [LR 16-4](#))

- ADR Conference Requirements ([LR 16-4\(c\)](#)): Within 120 days from the initiation of the lawsuit, counsel are required to confer about ADR options.
- Joint ADR Report ([LR 16-4\(c\)](#)): Within 150 days from the initiation of the lawsuit, the parties must file a Joint ADR Report.
- Notice of Private ADR Settlement or "No Resolution" ([LR 16-4\(h\)\(1\)](#)): Not later than 7 days after the conclusion of private ADR, plaintiff's attorney will notify the court in writing of the results.

Attorney Fees (See [LR 54-3](#))

- Motion for Award of Attorney Fees ([LR 54-3\(a\)](#) and [Fed. R. Civ. P. 54\(d\)\(2\)](#)): Not later than 14 days after the entry of judgment, or receipt and docketing of the appellate court's mandate, and filed concurrently with any bill of costs (See also [LR 54-1\(a\)\(1\)](#)).
- Objections ([LR 54-3\(b\)](#)): Not later than 14 days after service of the motion.

Bill of Costs (See [LR 54-1](#))

- Bill of Costs ([LR 54-1\(a\)\(1\)](#)): Not later than 14 days after the entry of judgment, or receipt and docketing of the appellate court's mandate.
- Objections ([LR 54-1\(b\)](#)): Not later than 14 days after service of the motion.
- Objections to the Clerk's Order Taxing Costs ([LR 54-2\(b\)](#)): Not later than 14 days after

the filing of the order.

Compel (See [LR 37](#))

- Compliance with Order ([LR 37-2](#)): Unless otherwise directed by the court, compliance must be within 14 days after receipt of the order.

Discovery Completion (See [LR 16-1\(d\)](#))

- The Discovery and Pretrial Scheduling Order issued at the time of case filing provides discovery be completed within 120 days of filing the complaint.

Discovery Provisions (See [LR 26](#))

- Initial Conference of Counsel for Discovery Planning ([LR 26-1\(a\)](#)): Within 30 days after the last party is served, the parties will hold the initial conference for discovery planning.

Dismissals (See [LR 41](#))

- Involuntary Dismissal ([LR 41-2\(b\)](#)): Not later than 7 days prior to the hearing date, each party will file and serve statements describing the status of the action or proceedings to date; and whether good cause exists to dismiss the action or proceeding for failure to prosecute.

- Voluntary Dismissal ([LR 41-1\(a\)](#)): Immediately upon reaching substantial agreement about the terms and conditions of a settlement, plaintiff's counsel must telephone the courtroom deputy clerk for the assigned judge.

Electronic Filings (See [LR 100](#) and [LR 5-1](#))

- Judge's Paper Copy Requirements ([LR 100-7](#)): A paper copy of electronically filed documents set out in LR 100-7(a) and (b) must be submitted within 3 business days.

- Electronic Filing Deadlines ([LR 5-1\(e\)](#)): The filing deadline for any document is 11:59pm (Pacific Time) on the day the document is required to be filed.

Exhibits (See [LR 77-7](#))

- Disposition of Unclaimed Exhibits ([LR 77-7\(b\)](#)): Unless otherwise ordered by the court, exhibits not withdrawn within 60 days after notice, may be destroyed or otherwise disposed of by the clerk.

Mediation (See [LR 16-4\(f\)](#))

- Failure to Select a Volunteer Mediator ([LR 16-4\(f\)\(1\)\(D\)](#)): If the parties cannot agree upon a mediator within 14 days after entry of the order directing reference to volunteer mediation, plaintiff's attorney must notify the court, who will then appoint a volunteer mediator.

Pretrial Order (See [LR 16-6](#))

- Service and Lodging of a Pretrial Order ([LR 16-6\(c\)](#)).
- Proposed Pretrial Order ([LR 16-6\(c\)\(1\)](#)): At least 30 days prior to the lodging date, Plaintiff's attorney will serve on all parties a proposed pretrial order.
- Objection, Additions, Deletion and/or Changes ([LR 16-6\(c\)\(2\)](#)): Within 14 days after service of the proposed pretrial order, each party will serve any objections, additions, deletions, and/or changes to the proposed pretrial order.

Reply (See [LR 7](#))

- Motions Filed Pursuant to [Fed. R. Civ. P. 56](#) ([LR 7-1\(f\)\(2\)](#)): A party must serve and file any allowable reply to the response within 14 days after service of the response.
- Motions Other Than Motions Filed Pursuant to [Fed. R. Civ. P. 56](#) ([LR 7-1\(e\)\(2\)](#)): A party must file and serve any allowable reply to a response within 14 days after service of the response.
- Discovery Motions ([LR 26-3\(c\)](#)): Unless otherwise directed by the court, replies to discovery motions are not permitted.
- Motions to Strike ([LR 56-1\(g\)](#)): Unless otherwise directed by the court, replies to motions to strike are not permitted.

Response (See [LR 7](#))

- Motions Filed Pursuant to [Fed. R. Civ. P. 56](#) ([LR 7-1\(f\)\(1\)](#)): A party must file and serve any response within 21 days after service of the motion.
- Motions Other Than Motions Filed Pursuant to [Fed. R. Civ. P. 56](#) ([LR 7-1\(e\)\(1\)](#)): A party must file and serve any response within 14 days after service of a motion.
- Response to Order to Show Cause: ([LR 83-6\(b\)\(3\)](#)): Within 21 days from the date of the Order to Show Cause.

Suspension or Disbarment (See [LR 83-6](#))

- Duty of Counsel to Notify the Court ([LR 83-6\(a\)](#)): Every attorney must notify the Chief Judge and assigned judge in writing within 14 days.
- Response to Order to Show Cause: ([LR 83-6\(b\)\(3\)](#)): Within 21 days from the date of the Order to Show Cause.
- Final Order for Disciplinary Action ([LR 83-6\(b\)\(4\)](#)): At the conclusion of any hearing, or within 21 days if no response is filed by the attorney.

Waiver of Service of Summons (See [LR 4-4](#))

- Return Requirements ([LR 4-4\(a\)](#)): Unless otherwise permitted by the Court, 30 days from the date on which the request is sent, or 60 days from the date if the defendant is addressed outside any judicial district of the United States.

Amendment History

2009

The Time Table for Lawyers has been moved from the Local Rules "forms section" to a more prominent